

## **Sample Notice of Intent to Request Release of Funds**

### **NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS**

*Date of Notice*

*Name, Address and Telephone Number of Grantee*

TO ALL INTERESTED AGENCIES, GROUPS AND PERSONS:

### **REQUEST FOR RELEASE OF FUNDS**

On or about *(at least one day after the end of the comment period)* the *(Name of Grantee)* will submit a request to the New Jersey Department of Community Affairs (NJDCA) to release funds under Title I of the Housing and Community Development Act of 1974, as amended (PL 93-383), for the following project:

Name of Project

Purpose or Nature of Project

Project Location - City/County/State

(Must include a precise geographical location and boundaries of each project)

Estimated Cost of Project

An Environmental Review Record (ERR) that documents the environmental determinations for this project is on file at *(Name & Address of Grantee's office where ERR can be examined)* and may be examined or copied weekdays \_\_\_ A.M. to \_\_\_ P.M.

### **PUBLIC COMMENTS**

Any individual, group, or agency may submit written comments on the ERR to the *(Grantee's designated office responsible for receiving and responding to comments)*. All comments received by *(Notice date plus seven days)* will be considered by the *(Name of Grantee)* prior to authorizing submission of a request for release of funds.

### **RELEASE OF FUNDS**

The *(Name of Grantee)* certifies to the NJDCA that *(Name of Certifying Officer)* in his/her capacity as *(Official Title)* consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. NJDCA's approval of certification satisfies its responsibilities under NEPA and related laws and authorities, and allows the *(Name of Grantee)* to use Program funds.

## **OBJECTIONS TO RELEASE OF FUNDS**

NJDCA will accept objections to its release of funds and the ( *Name of Grantee*)’s certification for a period of fifteen days following the anticipated submission date or its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the (*Name of Grantee*); (b) the (*Name of Grantee*) has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the grant recipient has committed funds or incurred costs not authorized by 24 CFR Part 58 before approval of a release of funds by NJDCA; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58) and shall be addressed to NJDCA at Small Cities Program, Division of Housing & Community Resources, PO Box 806, Trenton, NJ 08625. Potential objectors should contact NJDCA to verify the actual last date of the objection period.

*Name & Title of Grantee’s Certifying Officer*